

Nevada Department of Education



Nevada Open Meeting Law Overview

Key Provisions and Best Practices

Presenter: Amanda Hughes, NDE Representative

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Introduction to Nevada Open Meeting Law

Purpose

Ensures transparency and accountability in government.

Applicability

Governs public bodies in Nevada.

Key Principles of Open Meeting Law



Transparency

Meetings must be open to the public.



Accountability

Public bodies are accountable to citizens.



Access

The public has the right to notice and participation.



Who Does the Law Apply To?

■ Boards, councils, commissions, and committees created by law

■ Entities supported by public funds

Notice Requirements

1

Posting Timeline

At least 3 business days in advance.

2

Content

Agenda with clear action items. Date, time, and location.

3

Accessibility

Physical and electronic posting locations.

- Αρμόδια
- Απορροή
- Βασικά
- Ασφα
- Απλ
- Προσδιορισμοί

Agenda Rules

Clear Descriptions

Items must be detailed enough for the public to understand.

Action vs. Discussion Items

Indicate if action may be taken.

Public Comment

Must be included in every agenda.

Public Participation

Rights

- Attend and observe meetings
- Provide public comment

Restrictions

- Reasonable time limits may be imposed
- Comments must be relevant and respectful



Closed Sessions

1

When Allowed

Personnel matters, litigation, or legal advice. Specific exceptions outlined in law.

2

Requirements

Announce and justify the closure in an open meeting.



Recordkeeping

Minutes Must Include

Date, time, location.
Attendance. Actions taken.
Public comments
(summarized).

Retention

Must be accessible for public
review.

Violations and Penalties

Common Violations

- Inadequate notice or unclear agenda items
- Improperly conducted closed sessions

Penalties

- Legal challenges to actions
- Fines or other consequences for non-compliance

State Financial Literacy Advisory Council

MEMBERS	REPRESENTING
Amanda Hughes	Department of Education
	Nevada System of Higher Education
Ray Specht	CEO Specht Leadership Consulting
Scott Arkills	Silver State Credit Union
Michelle Wheatfill	School Administration-Clark
Jeffrey Kirst	High School Teacher-Washoe
Ana Sanchez	Elementary Teacher-Washoe
Nadya Rousseau	Founder and CEO Alter New Media
Sarah Brown	Middle School Educator-Washoe
Armand Iorgulescu	Student Representative
Joyce Woodhouse	Economics
Denette Suddeth	Commercial Banking PNC
Stacy Watkins	Lexicon Bank
Kristin Reagan	Junior Achievement, North
Michelle Jackson	Junior Achievement, South
Shelia Salehian	Ex-Officio NGPF

Officers and Subcommittees

Chair

Co-Chair

Treasurer

Secretary

Website Committee

Fundraising Committee

Professional Development/Curriculum Partners

Community Outreach and Education



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Chair

Job Description:

- The Chair oversees and directs the activities of the Nevada Financial Literacy Council, ensuring that goals align with the council's mission.
- They serve as the primary spokesperson, facilitate meetings, and lead strategic planning efforts.

Goals:

- Set meeting agendas and preside over all meetings.
- Ensure all council activities align with state financial literacy objectives.
- Build and maintain relationships with key stakeholders, including educators, community organizations, and government officials.
- Monitor progress toward council goals and provide guidance to committees.
- Represent the council at state and national events, as appropriate.

Co-Chair

Job Description:

- The Co-Chair supports the Chair in managing council activities and assumes their responsibilities in their absence.
- They collaborate with the Chair on strategy and provide additional leadership to the council.

Goals:

- Assist in creating agendas and managing meetings.
- Oversee committee work to ensure alignment with council objectives.
- Facilitate communication between committees and council leadership.
- Support fundraising and outreach efforts.
- Step into the Chair role as needed.

Treasurer

Job Description:

- The Treasurer manages the council's finances, including budgeting, financial reporting, and ensuring compliance with financial regulations.

Goals:

- Maintain accurate and up-to-date financial records.
- Develop and present a budget for council approval.
- Oversee financial transactions, including fundraising revenues and expenditures.
- Ensure financial transparency and compliance with all regulations.
- Prepare financial reports for council meetings and annual reviews.

Secretary

Job Description:

- The Secretary manages the council's documentation and communication, ensuring that records are organized and accessible.

Goals:

- Record and distribute minutes from all council meetings.
- Maintain and organize council documents, including bylaws and policies.
- Manage communication with council members and external stakeholders.
- Keep an updated calendar of events and deadlines.
- Assist the Chair and Co-Chair with correspondence as needed.

Website Committee

Purpose:

- Determine needs for updating and maintaining a high-quality resource.

Goals:

- Audit the current website to identify gaps in content or functionality.
- Collaborate with designers or developers to improve usability and design.
- Ensure all resources are up-to-date and relevant for educators, students, and families.
- Create a system for regular updates and content review.
- Integrate tools for feedback and user engagement.

Fundraising Committee

Purpose:

- Identify and secure funding resources to support council initiatives.

Goals:

- Research and apply for grants and sponsorship opportunities.
- Develop relationships with potential corporate and community partners.
- Plan and execute fundraising events or campaigns.
- Track and report fundraising efforts and outcomes to the council.
- Collaborate with the Treasurer to ensure proper allocation of funds.

Professional Learning/Curriculum Committee

Purpose:

- Foster collaboration with educators and organizations to enhance financial literacy education.

Goals:

- Develop and promote professional development opportunities for educators.
- Partner with curriculum providers to align resources with state standards.
- Create training workshops and materials for classroom use.
- Evaluate the impact of professional development programs on educator efficacy.
- Expand partnerships to include diverse perspectives and expertise.

Community Outreach and Education Committee

Purpose:

- Create and plan opportunities to provide parents and other community members with financial education.

Goals:

- Design community events and workshops tailored to parents and families.
- Collaborate with local organizations to reach underserved populations.
- Develop culturally responsive materials and programs.
- Monitor and report on the impact of outreach efforts.
- Build awareness of council initiatives through marketing and public relations campaigns.



NRS Highlights 388.596 to 388.5966

Established Seal and seal requirements

- GPA 3.25 on a 4.0 scale or 3.85 weighted GPA (alternate scales approved by Superintendent).
- Financial Literacy Proficiency:
 - Earn 3 credits in Social Studies/financial literacy instruction.
- Achieve one of the following:
 - Grade of B or higher in a college-level financial literacy course.
 - Gold or higher score on the ACT National Career Readiness Certificate.
 - 85% or higher on Financial Literacy exam provided by NDE
- **Graduation Requirement** (½ for Economics must now include Financial Literacy in the course title)
- **Professional Development for teachers**
- **Financial Literacy Month** (funding dependent)
 - Parent Engagement Summit
 - Money Week/Student Smart Week



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NRS Highlights 388.596 to 388.5966 -

Financial Literacy Council

- Develop a strategic plan for the development of educational resources in financial literacy to serve as a foundation for professional development for pupils;
- 2. Identify learning activities targeted toward the standards and criteria of a curriculum in financial literacy;
- 3. Develop and facilitate, in coordination with the Department:
 - (a) The Financial Literacy Month, including, without limitation, Student Smart Week, Money Week and the parent and family engagement summit established pursuant to [NRS 388.5964](#); and
 - (b) The annual summit for educators established pursuant to [NRS 391A.210](#);
- 4. In accordance with [NRS 388.5962](#), develop the criteria a pupil must meet to be awarded the State Seal of Financial Literacy;
- 5. Apply for grants, gifts and donations of money to carry out the objectives of the Council; and
- 6. Prepare a written report which includes, without limitation, recommendations concerning the instruction and curriculum in financial literacy and the activities of the Council and, on or before January 31 of each even-numbered year, submit a copy of the report to the Superintendent of Public Instruction, the Chancellor of the Nevada System of Higher Education, the Joint Interim Standing Committee on Education and the Governor.



What was Planned

- Raise \$25K to provide an endowment for students, professional learning, and community programs for all Nevada residents
- Train 5000 Nevada residents in Financial Literacy
- Monitor and modify curriculum

What was completed

- Website created to provide resources to students, teachers, and parents
- Quarterly newsletter with resources
- Spring Virtual conference attended by over 100 teachers
- Created a Teacher Professional Learning Partnership between NGPF and CCEA (the largest Teacher Union in NV) Teachers can now earn PL hours for salary advancement directly from NGPF when they take personal finance classes. They have taken over 1,700 hours of PL since the partnership was launched 3/28/24.
- Multiple PDs provided in Clark County, virtually, and through Canvas for MS and HS teachers
- Creation of Seal test, purchase of cords and seals
- Curriculum Crosswalk created through NGPF with Nevada FL Standards for middle and high school

Rand Report (700 educators)

Key Findings

- Teachers believe it is important but believe most students are not receiving any instruction in Financial Literacy
- Need for more and better instructional materials
- Teacher training
- Elementary teachers feel pressured to cover other content

Recommendations

- Ensure access of materials
- Address challenges in elementary school that limit time for content other than math and ELA.
- Expand in-service training opportunities
- Increase cultural relevance of Financial literacy

Did not include Clark County due to district policies.



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Potential Next Steps:

- Financial Literacy Camp for teachers K-12 utilizing Green Our Planet and NGPF
- Financial Literacy Month in April
 - Calendar of activities
 - Parent Summit
 - Possible virtual events
- Replicate CCSD agreement with other districts
- Financial Literacy Seal Review
 - Requirements, tracking, distribution of seals and cords
- Legislative Requirement review
- Funding opportunities
- Increase reach of PL to all counties
- Plan for community outreach events/parent training
- Update website
- Update documents



Contact

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